



# Zoom: Adding Backgrounds in Zoom

Center for Innovation in Teaching and Learning

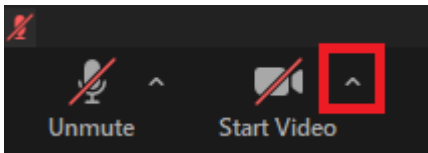
This document outlines how to add backgrounds into Zoom.

## Adding Backgrounds

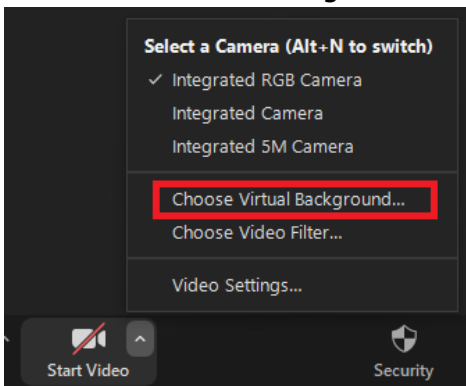
Adding backgrounds into Zoom can be done two different ways inside zoom. They can be adding while in a meeting or in the settings before a meeting begins. Adding backgrounds is recommended since there are only a couple options preloaded on Zoom.

### From inside a Meeting

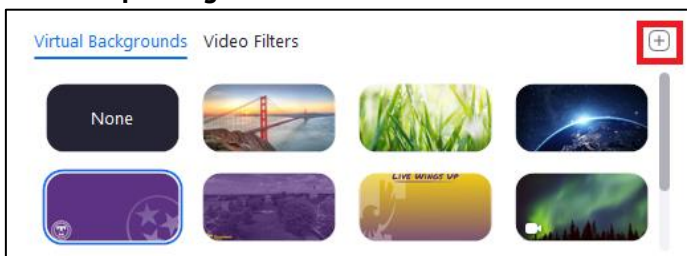
1. Click on the **arrow** next to the camera that says *Start Video*.



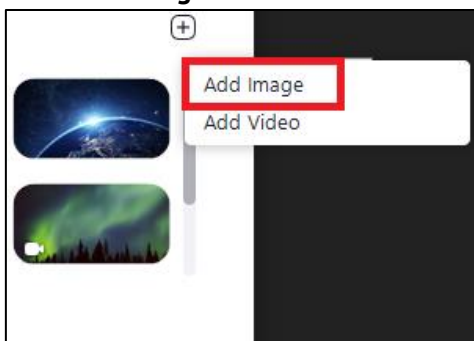
2. Click **Choose Virtual Background...**



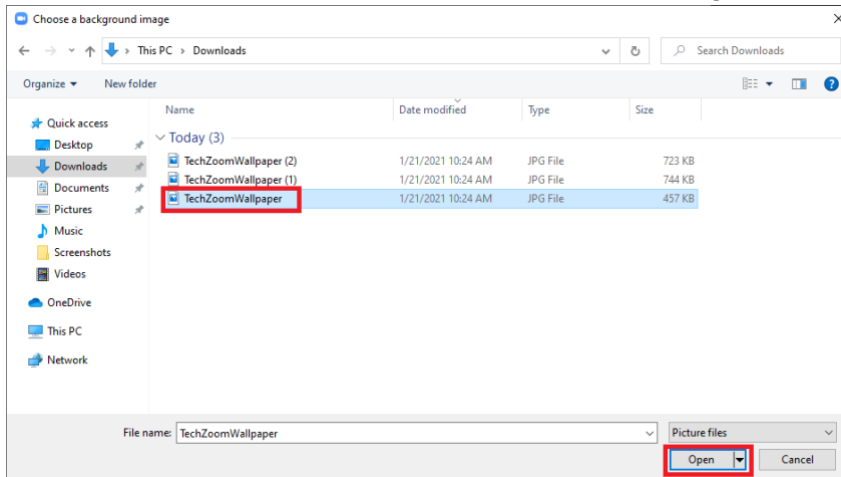
3. Click the **plus sign** above the scroll bar.



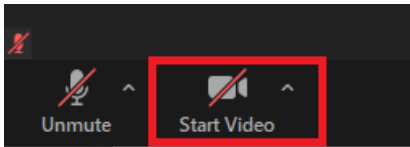
4. Click **Add Image**.



5. Select the **file** from your system that you want as a background.

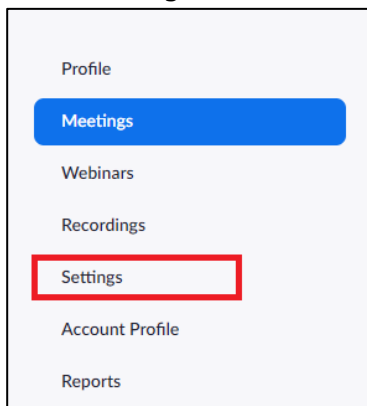


6. That picture will automatically be selected. **Exit** out of the settings window and choose **Start Video**.

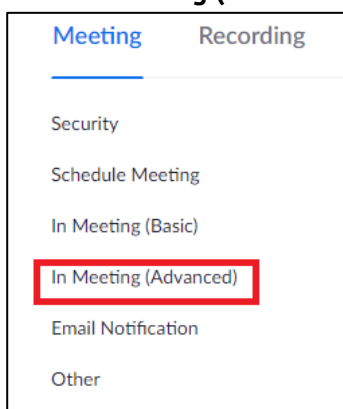


## In Setting on Web Version

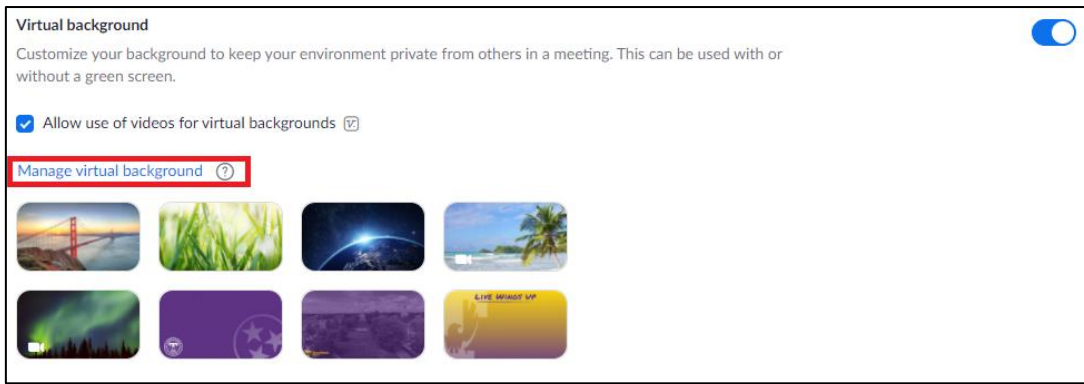
1. Select **Settings** from the side menu.



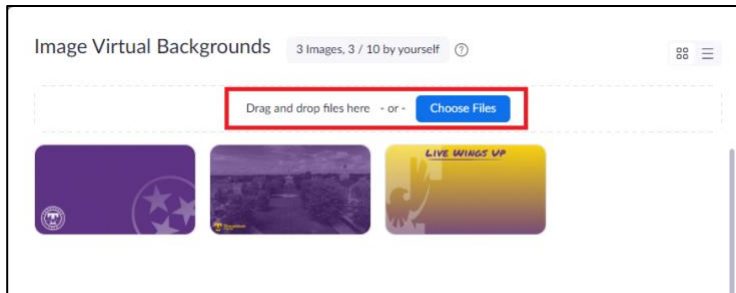
2. Click **In Meeting (Advanced)** from the menu under *Meeting*.



3. Scroll down to *Virtual Backgrounds*. Select **Manage virtual backgrounds**.

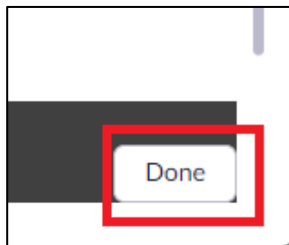


4. Either drag and drop files from your computer or click **Choose Files** and add as many files as you want.



- a. If you need backgrounds, visit [Tennessee Tech Digital Swag \(tntech.edu\)](http://tntech.edu) to download.

5. Click **Done** when finished adding.



Note: You must be logged in through the desktop version of Zoom through the SSO sign in to access the backgrounds downloaded.

